

DDD Issues Housing Policies for Funding Community Residences

**STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
DIVISION OF DEVELOPMENTAL DISABILITIES**

MEMORANDUM

DATE: May 7, 2012

HOUSING POLICIES - OLMSTEAD AND RETURN HOME NJ PLACEMENT

In order to streamline our development process and create housing opportunities for individuals who would like community placement, the Division of Developmental Disabilities ("the Division") has embarked on a review of many of our policies and procedures related to housing development.

The goals of this review are:

- 1) A more efficient process for the development of high-quality, cost-effective housing;
- 2) The development of a variety of models of innovative housing to meet the needs of individuals; and
- 3) Codification and centralization of housing policies and procedures.

As a result of this review, the Division has instituted the following policies in order to facilitate the movement of individuals leaving developmental centers for community placement in appropriate housing.

Projects Seeking Special Needs Housing Partnership Financing

The Department of Human Services, Division of Developmental Disabilities, has partnered with the Department of Community Affairs and the NJ Housing and Mortgage Finance Agency in the Special Needs Housing Partnership. As a result of this Partnership, the HMFA has established the Special Needs Partnership Loan Program, which provides loans to qualified developers for projects that will house individuals with developmental disabilities. Applications to the Special Needs Housing Partnership Loan Program require a Letter of Support from the Division of Developmental Disabilities.

The Division will provide Letters of Support for eligible projects that commit at least 2 beds in homes with a Level of Service of 3, or 3 beds in homes with a Level of Service of 4, to individuals leaving developmental centers or who are part of the Return Home NJ Initiative. The remaining bed in each home may serve Olmstead/RH NJ individuals, individuals who have been determined by the Division to require emergency community residential placements (emergencies), or individuals who have been reached on the waiting list.

This memorandum contains advisory, consultative and deliberative material and is intended only for the person(s) named as recipient(s).

For more information on the program and eligible projects, please review the Special Needs Housing Partnership Loan Program Guidelines, which can be found on the NJHMFA website at <http://www.nj.gov/dca/hmfa/biz/devel/specneed/partnerships.html>

Projects Seeking DDD Olmstead Capital Financing

The Division has a limited pool of funds available for capital costs associated with the development of homes for individuals leaving developmental centers and for those participating in the Return Home New Jersey Initiative. Agencies may request up to \$25,000 per bedroom serving individuals leaving a developmental center or participating in RHNJ, with a maximum of \$100,000 per project. Projects utilizing these funds must serve a minimum of 3 Olmstead/RHNJ individuals in each site, and may serve a maximum of 4 Olmstead/RHNJ individuals in each site. Any beds that will not serve Olmstead/RHNJ individuals must serve individuals who have been determined by the Division to require emergency community residential placements (emergencies), or individuals who have been reached on the waiting list.

For more information on utilizing Olmstead Capital Financing, please review the Housing Policies Memo dated March 15, 2012 or contact your program developer.

Projects Seeking DDD One-Time Start-Up Funds and Sprinkler/Fire Suppression Funds

The Division has funds available for one-time start-up funds (which may include furnishings, van, etc.) and sprinkler and fire suppression systems for new development projects.

Projects seeking to utilize these funds must commit at least 50% of beds to Olmstead and/or RHNJ individuals. Projects with a Level of Service of 2 must commit at least 1 bed to Olmstead/RHNJ, while projects with a Level of Service of 3 or 4 must commit at least 2 beds to Olmstead/RHNJ. Any beds that will not serve Olmstead/RHNJ individuals and that will receive operating and service funding from the Division must serve individuals who have been determined by the Division to require emergency community residential placements (emergencies), or individuals who have been reached on the waiting list.

Please note that all costs for one-time start-up, sprinkler systems and fire suppression systems must be negotiated and approved with the Division of Developmental Disabilities. Also, please note that the Division's current policy that all newly developed homes require sprinkler and fire suppression systems remains in force.

If you have questions regarding these policies or suggestions for future review and consideration please contact Janet Winter, Director of Housing, at 609-584-1478 or Janel.Winter@dhs.state.nj.us

Thank you for your ongoing partnership and collaboration as we implement these and other policies.

**Dawn Apgar, Ph.D., LSW, ACSW
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